

# Public Document Pack



**Committee:** Overview and Scrutiny Committee  
**Date:** Tuesday 5 April 2016  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

## Membership

<b>Councillor David Hughes (Chairman)</b>	<b>Councillor Lynn Pratt (Vice-Chairman)</b>
<b>Councillor Claire Bell</b>	<b>Councillor Timothy Hallchurch MBE</b>
<b>Councillor Chris Heath</b>	<b>Councillor Matt Johnstone</b>
<b>Councillor Alastair Milne Home</b>	<b>Councillor James Porter</b>
<b>Councillor Neil Prestidge</b>	<b>Councillor Sandra Rhodes</b>
<b>Councillor Lawrie Stratford</b>	<b>Councillor Bryn Williams</b>

## AGENDA

Overview and Scrutiny Members should not normally be subject to the party whip. Where a member is subject to a party whip they must declare this at the beginning of the meeting and it should be recorded in the minutes.

### 1. Apologies for Absence and Notification of Substitute Members

### 2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

### 3. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

4. **Minutes** (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting held on 23 February 2016.

5. **Chairman's Announcements**

To receive communications from the Chairman.

6. **Review of Local Plan Process**

Verbal update from the Head of Strategic Planning and the Economy

7. **Wind Turbines and their locations, and the application of the fracturing mining technique**

Verbal update from the Head of Strategic Planning and the Economy

8. **Overview and Scrutiny Annual Report 2015/16** (Pages 5 - 14)

Report of Head of Law and Governance

**Purpose of report**

This report presents the first draft Overview and Scrutiny Committee Annual Report 2015/16.

**Recommendations**

The meeting is recommended:

- 1.1 To consider and approve the draft Overview and Scrutiny Committee Annual report 2015/16 for submission to Council.
- 1.2 To delegate authority to the Head of Law and Governance, in consultation with the Chairman of the Overview and Scrutiny Committee, to make any minor amendments to the annual report before submission to Council.

9. **Work Programme 2015/16** (Pages 15 - 18)

Report of the Head of Law and Governance

## **Purpose of report**

This report gives an update on the Overview and Scrutiny Committee work programme 2015/16.

## **Recommendations**

The meeting is recommended:

- 1.1 To note updates on the current review taking place.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

## **Information about this Meeting**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01327 322043 prior to the start of the meeting.

### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

### **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

### **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

## **Queries Regarding this Agenda**

Please contact Emma Faulkner, Democratic and Elections  
emma.faulkner@cherwellandsouthnorthants.gov.uk, 01327 322043

**Sue Smith**  
**Chief Executive**

Published on Thursday 24 March 2016

# Agenda Item 4

## Cherwell District Council

### Overview and Scrutiny Committee

Minutes of a meeting of the Overview and Scrutiny Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 23 February 2016 at 6.30 pm

Present: Councillor Lynn Pratt (Vice-Chairman, in the Chair)

Councillor Claire Bell  
Councillor Timothy Hallchurch MBE  
Councillor Chris Heath  
Councillor Matt Johnstone  
Councillor Alastair Milne Home  
Councillor James Porter

Also Present: Councillor Barry Wood  
Councillor Sean Woodcock

Apologies for absence: Councillor David Hughes  
Councillor Neil Prestidge  
Councillor Sandra Rhodes  
Councillor Lawrie Stratford  
Councillor Bryn Williams

Officers: Louise Tustian<sup>2</sup>, Senior Performance and Improvement Officer, for agenda item 7  
Paul Nicol, New Business & Systems Implementation Manager, for agenda item 6  
Natasha Clark, Team Leader, Democratic and Elections  
Emma Faulkner, Democratic and Elections Officer

#### 46 **Declarations of Interest**

There were no declarations of interest.

#### 47 **Urgent Business**

There were no items of urgent business.

#### 48 **Minutes**

The Minutes of the meeting of the Committee held on 12 January 2016 were confirmed as a correct record and signed by the Chairman.

#### 49 **Chairman's Announcements**

There were no Chairman's announcements.

50 **Website Upgrade Project Update**

The New Business & Systems Implementation Manager gave a verbal update on progress regarding the website upgrade project.

Work on the upgrade had been temporarily put on hold, whilst decisions were made regarding the future of the 3-way ICT Team. The impact of the decision to disband the team would need to be considered, and once it was known how the team would operate on a 2-way basis between Cherwell and South Northamptonshire, the project would be able to proceed.

**Resolved**

- (1) That the verbal update be noted

51 **Quarter 3 Performance Report**

The Committee considered a report from the Head of Transformation which detailed performance for Quarter three, from 1 September to 31 December 2015.

In response to queries from the Committee, the Senior Performance and Improvement Officer agreed to seek further information from relevant officers with regard to indicators CBP2 2.1c – number of flytip enforcement actions; CBP3 2.2a, b & c – average time to process Housing Benefit claims, change of circumstances, new Housing Benefit claims and changes; and CBP3 7.3, 7.4 & 7.5 – processing of Major, Minor and Other applications.

With regard to indicator CBP3 5.1 b – number of visits to Woodgreen Leisure Centre, North Oxfordshire Academy and Cooper School, the Senior Performance and Improvement Officer clarified that a break down between dry side and wet side visitors would be provided during the summer months.

**Resolved**

- (1) That the report be noted
- (2) That no performance related matters be referred to Executive

52 **Draft Overview and Scrutiny 2015/16 Annual Report**

The Committee considered the first draft of the Overview and Scrutiny Annual report for 2015-16.

In response to a query from the Committee, the Democratic and Elections Officers agreed to investigate how many Community Transport projects had been established in the district, using Oxfordshire County Council's pump prime funding.

**Resolved**

- (1) That the first draft of the Overview and Scrutiny Annual Report for 2015-16 be noted

53

**Work Programme 2015/16**

The Committee considered the work programme for the remainder of the 2015-16 Municipal Year.

**Resolved**

- (1) That the work programme be noted

The meeting ended at 7.10 pm

Chairman:

Date:

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## Cherwell District Council

### Overview and Scrutiny Committee

5 April 2016

<b>Overview and Scrutiny Annual Report 2015/16</b>
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### Report of Head of Law and Governance

This report is public

#### **Purpose of report**

This report presents the first draft Overview and Scrutiny Committee Annual Report 2015/16.

#### **1.0 Recommendations**

The meeting is recommended:

- 1.1 To consider and approve the draft Overview and Scrutiny Committee Annual report 2015/16 for submission to Council.
- 1.2 To delegate authority to the Head of Law and Governance, in consultation with the Chairman of the Overview and Scrutiny Committee, to make any minor amendments to the annual report before submission to Council.

#### **2.0 Introduction**

- 2.1 The final draft of the Overview and Scrutiny Committee Annual report 2015/16 is submitted to the Committee for final consideration before its submission to Council later this year.

#### **3.0 Report Details**

- 3.1 The Overview and Scrutiny Committee has a constitutional obligation to “produce a unified annual report for the whole scrutiny process” and to present it to Council.
- 3.2 The first draft of the Overview and Scrutiny Annual Report 2015/16 was submitted to the Committee in February 2016, and contained information relating to the work of the Overview and Scrutiny Committee.

3.3 Additional information has been added to the report since it was considered in February, to reflect discussions which took place at that meeting.

## **4.0 Conclusion and Reasons for Recommendations**

4.1 The recommendations as set out in the report are believed to be in the best interests of the Council.

## **5.0 Consultation**

None

## **6.0 Alternative Options and Reasons for Rejection**

6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To agree the recommendations as set out in the report.

Option 2: To amend the recommendations.

Option 3: Not to agree the recommendations.

## **7.0 Implications**

### **Financial and Resource Implications**

7.1 There are no financial implications arising directly from this report.

Comments checked by:

Paul Sutton, Head of Finance and Procurement, 0300 003 0106,  
[paul.sutton@cherwellandsouthnorthants.gov.uk](mailto:paul.sutton@cherwellandsouthnorthants.gov.uk)

### **Legal Implications**

7.2 There are no legal implications arising directly from this report.

Comments checked by:

James Doble, Democratic and Elections Manager,  
01295 221587, [james.doble@cherwellandsouthnorthants.gov.uk](mailto:james.doble@cherwellandsouthnorthants.gov.uk)

### **Risk Management**

7.3 There are no risk implications arising directly from this report.

Comments checked by:

James Doble, Democratic and Elections Manager,  
01295 221587, [james.doble@cherwellandsouthnorthants.gov.uk](mailto:james.doble@cherwellandsouthnorthants.gov.uk)

## 8.0 Decision Information

### Wards Affected

All

### Links to Corporate Plan and Policy Framework

The Corporate Plan themes addressed by each scrutiny topic are detailed in the draft Overview and Scrutiny Annual Report 2015/16.

### Lead Councillor

None

### Document Information

Appendix No	Title
Appendix 1	Overview and Scrutiny Committee Annual Report 2015/16.
Background Papers	
None	
Report Author	Emma Faulkner, Democratic and Elections Officer
Contact Information	Tel: 01327 322043 Email – <a href="mailto:emma.faulkner@cherwellandsouthnorthants.gov.uk">emma.faulkner@cherwellandsouthnorthants.gov.uk</a>

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DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Overview and Scrutiny  
Annual Report  
2015/16**

DRAFT

April 2016

## Foreword

This annual report for overview and scrutiny at Cherwell District Council outlines the work of the Overview and Scrutiny Committee in 2015/16.

The Committee has continued to build on the work that has been done over the last few years. Whilst a number of new members have joined the Committee, bringing enthusiasm and fresh ideas, the turnover of committee membership and has been kept to a minimum in order to develop an experienced group of councillors who are building up a strong skill base and understanding of the principles of good scrutiny and at the same time a knowledge of scrutiny case history.

One of the highlights of this year's work for me was a trip to Westminster to speak to the Chair and Clerk of the Communities and Local Government Select Committee, Clive Betts MP and Mark Etherton, to find out about the similarities in the way central and local Government work when it comes to scrutiny. This gave us an opportunity to not only ask questions of the MPs, but also witness scrutiny in action as we were able to sit in on an evidence session relating to the housing association sector and the Right to Buy inquiry. The experience was extremely educational, and gave all who attended a few pointers on how to approach reviews in the future.

I believe that overview and scrutiny continues to make a valuable contribution to the continuing success of this Council.

**Councillor David Hughes**  
**Chairman,**  
**Overview and Scrutiny Committee**  
**2015/16**

## Overview & Scrutiny Committee

### Membership

Councillor David Hughes (Ch)  
Councillor Claire Bell  
Councillor Chris Heath  
Councillor Alastair Milne Home  
Councillor Neil Prestidge  
Councillor Lawrie Stratford

Councillor Lynn Pratt (V-Ch)  
Councillor Timothy Hallchurch MBE  
Councillor Matt Johnstone  
Councillor James Porter  
Councillor Sandra Rhodes  
Councillor Bryn Williams

### Substitutes

Councillor Richard Mould  
Councillor Rose Stratford  
Councillor Sean Woodcock

### Guests in attendance

Lead members:

Councillor Tony Ilott – Lead Member for Public Protection  
Councillor Debbie Pickford – Lead Member for Housing  
Councillor George Reynolds – Deputy Leader of the Council.  
Councillor Barry Wood – Leader of the Council.

Other members:

Councillor Sean Woodcock

Officers:

Adrian Colwell – Head of Strategic Planning and the Economy  
Balvinder Heran, Joint Head of ICT Business Services  
Kevin Larner – Countryside and Communities Manager  
Paul Nicol - Project Manager – New Business & Systems Implementation  
Marianne North – Housing Needs Manager  
Gary Owens – Strategic Housing Officer  
Jo Pitman – Head of Transformation  
Ed Potter – Head of Environmental Services  
Nicola Riley – Shared Interim Community Partnerships and Recreation Manager  
Chris Stratford – Head of Regeneration and Housing  
Louise Tustian – Acting Corporate Performance and Insight Manager  
Shirley Vaughan – Performance and Planning Officer

External Officers:

Alexandra Bailey – Service Manager for Supported Transport, Oxfordshire County Council

<b>Scrutiny Topics 2015/16 – Links to Corporate Priorities</b>	
Performance Monitoring	Covers all priorities
Business Plan 2016/17	Covers all priorities
Recycling – Informal Task & Finish Panel	Safe, Green, Clean
Strategic Review of Recycling	Safe, Green Clean
Safeguarding	Safe, Green, Clean
Youth Engagement – Informal Task & Finish Panel	A District of Opportunity
Community Transport and Dial-a-Ride	A District of Opportunity
Planning Policy and allocation of Rural Housing	A District of Opportunity
Customer Insights Reporting	Sound Budgets and a Customer Focussed Council
Website – Informal Task & Finish Panel	Sound Budgets and a Customer Focussed Council

## **Link to Corporate Priorities: thriving communities**

### **Performance Monitoring**

Each quarter the Overview and Scrutiny Committee reviewed the Council's performance as measured through the Performance Management Framework. Annual Performance was reviewed in June 2015, with Quarter 1, 2 and 3 reports being considered in September and November 2015, and February 2016 respectively. As in previous years, the Council's generally excellent performance was readily acknowledged and praised. Where necessary the Committee requested further information to help explain particular areas of performance, such as the annual Customer Satisfaction Survey for Waste and Recycling.

### **Involvement in the drafting of the Business Plan 2016/17**

In January 2016 the Committee reviewed the Priorities and Pledges included in the draft 2016/17 Business Plan. The Committee welcomed the report, and made several suggestions regarding minor amendments to wording, all of which were incorporated into the final draft and approved by Council in February. The suggestion was also made that more preventative action and promotion regarding the level of rubbish left across the District should be undertaken, in order to reduce the need for neighbourhood litter blitzes.

## **Link to Corporate Priorities: Safe, green, clean**

### **Recycling – Informal Task & Finish Panel.**

In October 2014 the Committee established an informal Task & Finish Panel to undertake a review of the Council's recycling performance, and work continued into the new Municipal Year.

The Working Group met with the Head of Environmental Services who explained about the changes in commodity values for recycled materials.



In January the Committee agreed to bring the informal panel to an end, as the work had been superseded by the Strategic Review of Recycling.

### **Strategic Review of Recycling**

In September 2015 the Head of Environmental Services attended the meeting to give the Committee an overview of the Strategic Review of Recycling.

The Head of Environmental Services explained about the change in values for recycled materials, and an increase in gate fees at some recycling centres. These changes meant that for the recycling rate to be improved, additional spend would be required.

Oxfordshire County Council were also consulting on proposals to make changes to their own waste arrangements, including the potential closure of the Ardley facility. The Head of Environmental Services advised that the Council would be submitting a response to the consultation.

### **Safeguarding**

In October 2015 and January 2016, the Committee considered reports relating to Safeguarding. The initial report gave the Committee an overview of work that was taking place in relation to Safeguarding following several high-profile cases of Child Sexual Exploitation and Extremism. An independent review of safeguarding was commissioned, and in January 2016 the Committee considered the action plan which had been put together following the conclusion of the review.

Part of the action plan included a recommendation that the Committee receive an annual report on safeguarding activities and progress, to coincide with the completion of a Section 11 self-assessment audit

## **Link to Corporate Priorities: A District of Opportunity**

### **Youth Engagement – Informal Task & Finish Panel.**

At its meeting in October 2014 the Committee established an informal Task & Finish Panel to review the Council's activities with respect to youth engagement.

The working group looked to establish links between the Council and each school in the District, by appointing a named Councillor to take on the role of 'school champion'. The Champion would visit their school, to find out what issues and concerns the students have.

### **Community Transport and Dial-a-Ride**

During September and October 2014, the Committee reviewed the voluntary and community transport provision in the district, which included Dial-a-Ride; Volunteer Car Services; Banbury Volunteer Bureau; Royal Voluntary Service, and the Non-Emergency Patient Transport Service. With regard to the Dial-a-Ride Service, the Committee were made aware of potential phased changes to the service arising from Oxfordshire County Council's (OCC) Supported Transport Programme Review.

In June 2015, OCC's Service Manager for Supported Transport attended the meeting and updated the Committee on the proposals, which included withdrawing funding for the Dial-a-Ride service but instead helping community transport groups set up their own equivalent service. The proposals were subject to consultation, which was due to take place during the summer.

### **Planning policy and the allocation of Rural Housing**

In October 2015, officers from the Housing team attending the meeting to discuss Planning Policy and the allocation of Rural Housing. The issue had been referred to the Committee by the Executive, who had raised concerns on the issue after considering and approving a new Allocations Policy at its meeting in June 2015.

The Head of Regeneration and his team explained that a new 'reserve' list had been created following changes to the Allocations Policy, which meant that people who didn't qualify for the statutory housing list could apply for other types of housing in certain areas.

## **Link to Corporate Priorities: Sound budgets and customer focussed Council**

### **Customer Insights Reporting**

During July the Committee reviewed Customer Insight Report, noting consultation results; satisfaction regarding particular services; complaints; media enquiries, social media, and website interaction.

The Performance Team advised the Committee that the reporting method for Customer Insight would be changing, and it would be incorporated into the quarterly performance monitoring instead.

### **Website - Informal Task & Finish Panel.**

At its meeting in January 2015 the Committee established an informal Task & Finish Panel to undertake a review of the Council's website with a remit to understand the process of determining the Who, What, and How of populating and maintaining the Council's website; understand how the general public's needs and views are collated and then assessed; understand how the Council's needs and views are collated and reviewed, and identify possible areas of improvement / change.

The working group had a meeting with the then Joint Head of ICT Business Services, who agreed to keep the Committee involved in the website project. However, following the departure of the Head of Service, the Committee had difficulties in receiving updates on the project.

In February 2016 the Project Manager – New Business & Systems Implementation advised the Committee that the project had been put on hold, pending a decision on whether to revert the 3-way ICT Team to a 2-way team between Cherwell and South Northamptonshire and any knock-on implications of that decision.

The Committee noted the update, but agreed to keep the project on the work programme in order to revisit it once the impact of the decision to revert to a 2-way was known.

## Cherwell District Council

### Overview and Scrutiny Committee

5 April 2016

<b>Work Programme 2015/16</b>
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### Report of Head of Law and Governance

This report is public

#### Purpose of report

This report gives an update on the Overview and Scrutiny Committee work programme 2015/16.

#### 1.0 Recommendations

The meeting is recommended:

- 1.1 To note updates on the current review taking place.

#### 2.0 Introduction

- 2.1 The work programme report identifies the topics and issues under consideration by the Overview and Scrutiny Committee.

#### 3.0 Report Details

##### Overview and Scrutiny Work Programme

- 3.1 As this is the last Overview and Scrutiny meeting before elections in May, there are no outstanding items on the work programme.

##### Update on current Scrutiny reviews

##### Youth Engagement Review

- 3.4 The Youth Engagement Review was established in October 2014, and a scoping document was signed off by the Committee. Councillors Bryn Williams and Neil Prestidge were appointed to the working group, along with Councillor Dan Sames. Councillor Sames left the Committee in 2015
- 3.5 The working group have provided the following update on their work to date

“Last June we sent out letters to all of the secondary schools in the district to see if they wanted to be part of the school champion scheme that we wanted to set up, to have councillors engage with young people at the schools. One school got back to us; this was the North Oxford Academy in Banbury. Cllr John Donaldson agreed to be the member champion for this school. John and Councillor Prestidge had a meeting at the school during Local Democracy week (12 – 18 October) to speak to the students to see what they wanted to get out of it. The meeting was productive, however since the meeting the school have not been in touch with John or Neil. Letters went out again after the winter break and will go out again before the schools break up for summer.

There was a debating event that was held at Cherwell District Council during Parliament Week (14 – 20 November) that was hosted by Victoria Prentis MP, six of the secondary schools in the district sent a debate team to the event. There were a series of debates during the day, along with a question time style session with Barry Woods, Victoria Prentis, Barry Richards and Paul Angus from Banbury Sound.

We have tried to have trips to Westminster, the first time this was cancelled because the House of Lords had to convene and this would have meant that the tour would be cut short. The second time it was cancelled because Victoria Prentis had to go overseas. This was very disappointing for the young people who were supposed to be going on the trip, Victoria Prentis will now visit the Youth Action Groups for a Q and A session. A date for this has not yet been set

Councillor Prestidge is currently reviewing and updating the Youth Activators website to make it more current, as a lot of the information on the site is out of date”.

### **Executive Work Programme**

- 3.6 As part of the monthly work programme report, the Committee reviews the Executive Work Programme to consider whether there are any issues which they would wish to look at in more detail in advance of the Executive discussion and decision. To facilitate a thorough consideration of the topic the Committee will need to identify the Executive Work Programme items at an early stage of the decision making process.
- 3.7 The Executive Work Programme is updated and published monthly; an electronic copy is available on the council’s website and all councillors are sent a prompt containing the website link. Members of the Committee are encouraged to review the Executive Work Programme outside the committee meetings and to contact the Chairman, Vice-Chairman or Democratic Services Officer if there is a topic that they wish to review.
- 3.8 The Committee will wish to note any items of interest in the current version of the Executive Work Programme and consider whether to include them on the Overview and Scrutiny Committee Work Programme for 2015/16.
- 3.9 At the time of writing this report, the current version of the Executive Work Programme is April to July 2016 and can be found on the following page of the website: [Cherwell Forward Plan](#)

## **Future meetings Schedule**

- 3.10 The meetings of the Overview and Scrutiny Committee for the 2016-2017 Municipal Year are listed below:

<b>Overview and Scrutiny Committee</b>	2016/17 31 May 2016, 6:30pm 12 July, 6:30pm 6 September, 6:30pm 11 October, 6:30pm 22 November, 6:30pm 10 January 2017, 6:30pm 21 February, 6:30pm 4 April, 6:30pm
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- 3.11 Membership of the Committee for the 2016-2017 year will be confirmed at the annual council meeting on 16 May.
- 3.12 At the first meeting of the Committee on 31 May, officers will lead discussions regarding items to add to the Overview and Scrutiny Committee work programme for the year ahead.

## **4.0 Conclusion and Reasons for Recommendations**

- 4.1 The recommendations as set out in the report are believed to be in the best interests of the Council.

## **5.0 Consultation**

None

## **6.0 Alternative Options and Reasons for Rejection**

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To agree the recommendations as set out in the report.

Option 2: To amend the recommendations.

Option 3: Not to agree the recommendations.

## **7.0 Implications**

### **Financial and Resource Implications**

- 7.1 There are no financial implications arising directly from this report. The report of the individual scrutiny reviews will address any specific legal issue.

Comments checked by:  
Paul Sutton, Head of Finance and Procurement, 0300 003 0106,  
paul.sutton@cherwellandsouthnorthants.gov.uk

### **Legal Implications**

- 7.2 There are no legal implications arising directly from this report. The report of the individual scrutiny reviews will address any specific financial issues.

Comments checked by: James Doble, Democratic and Elections Manager,  
01295 221587, james.doble@cherwellandsouthnorthants.gov.uk

### **Risk Management**

- 7.3 If too many items are included on the work programme there is a risk that scrutiny agenda become overloaded. This undermines effective scrutiny because Members are unable to concentrate on the key issues and officer resources are over-stretched. It may be necessary to hold further meetings during the year if the risk of not achieving the work programme becomes apparent. The reports of the individual scrutiny reviews will address any specific risk issues.

Comments checked by: James Doble, Democratic and Elections Manager,  
01295 221587, james.doble@cherwellandsouthnorthants.gov.uk

## **8.0 Decision Information**

### **Wards Affected**

Each scrutiny review will identify the wards affected.

### **Links to Corporate Plan and Policy Framework**

Each Scrutiny Review will identify the relevant Corporate Plan and Policy framework links.

### **Lead Councillor**

None

### **Document Information**

<b>Appendix No</b>	<b>Title</b>
None	
<b>Background Papers</b>	
None	
<b>Report Author</b>	Emma Faulkner, Democratic and Elections Officer
<b>Contact Information</b>	Tel: 01327 322043 Email – emma.faulkner@cherwellandsouthnorthants.gov.uk